31 October 2016

Dear colleague,

The first national education workforce survey for Wales. Have your say.

We are pleased to invite you to respond to this first national education workforce survey in Wales, which is being undertaken by the EWC on behalf of the Welsh Government.

We all want to ensure that we have the best education system possible in Wales, where our learners can thrive and fully achieve their potential. The work that you do is absolutely vital to making this happen.

We want to hear what you think about issues that affect you such as workload, performance management and the opportunities available for professional learning. By responding, you will help us to fully support you in your role and ensure that our learners can enjoy an education that is of the highest standard.

The survey is available on the EWC website www.ewc.wales, and will be open until: Friday 2 December 2016.

Please quote your survey reference number when completing the questionnaire online: **XXXXX**

Your response will be confidential. We look forward to hearing your views.

Yours faithfully,

Angela Jardine
EWC Chairperson

Kirsty Williams
Cabinet Secretary for Education

National Education Workforce Survey 2016:
Further education lecturer

Survey reference number (required):

Your survey reference can be found on your invitation to respond email/letter. Alternatively, please enter your teacher reference number or NI number.

Please select the reference type:

☐ Survey Reference number

☐ National insurance number

☐ Teacher reference number

Surname:

E-mail:

Your response will be confidential. Survey findings will be reported anonymously and at a summary level only

Being an FE lecturer

For the purposes of this survey we have used the term lecturer to cover any person employed by an FE institution undertaking lecturing/teaching duties

Please tell us about your job and where you see yourself in the future.

1. **What aspects of your role do you find <u>most </u>rewarding? (select up to three)**
   ☐ Access to training and development
   ☐ Coaching and mentoring
   ☐ Developing yourself
   ☐ Managing others
   ☐ Research
   ☐ Supporting learners with special and/or additional learning need
   ☐ Teaching and seeing learners progress
   ☐ Trying new and innovative teaching methods
   ☐ Working with others (within or outside your institution)
   ☐ Your physical working environment
   ☐ Other (please state)

2. **What aspects of your role do you find <u>least</u> rewarding? (select up to three)**
   - ☐ Access to training and development
   - ☐ Administrative aspects of your role
   - ☐ Financial constraints on your institution or role
   - ☐ Learner behaviour or other issues related to learners
   - ☐ Management or governing body expectations and accountability
   - ☐ Working with others (within or outside your institution)
   - ☐ Workload
   - ☐ Your physical working environment
   - ☐ Other (please state)

3. **Is your employment as a FE lecturer….? (select one)**
   - ☐ Full time - Permanent
   - ☐ Full time – fixed term
   - ☐ Full time – hourly paid
   - ☐ Fractional - permanent
   - ☐ Fractional – fixed term
   - ☐ Part time – hourly paid
   - ☐ Other (please state)

4. **How do you see your teaching career changing in the next 3 years? (select all that apply)**
   - ☐ Continuing to develop/strengthen your practice as a lecturer
   - ☐ Increasing your working hours
   - ☐ Leaving teaching
   - ☐ Mentoring or supporting less experienced colleagues
   - ☐ Moving to a different FE institution
   - ☐ Moving to a teaching role outside of Wales
   - ☐ Moving to a different educational setting
   - ☐ Progressing to become a senior manager
   - ☐ Progressing to become a middle manager
   - ☐ Reducing your working hours
   - ☐ Retiring
   - ☐ Other (please state)

Professional development (CPD)

Please tell us about the professional development you have done and what support you think you need to develop further.

5. **How many hours professional development do you estimate to have undertaken in the past <u>12 months</u>? (select one)**
   - ☐ 30 hours or more
   - ☐ Less than 30 hours
   - ☐ None

6. **Which of the following professional development activities have you undertaken in the last 12 months? (select all that apply)**
   - ☐ Attended courses, workshops, conferences, seminars (including e-learning)
   - ☐ Acquired additional skills and knowledge as part of a new post or role
   - ☐ Demonstrated / shared your best practice with others
   - ☐ Had colleagues observe your teaching and give you feedback
   - ☐ Made use of new technologies
   - ☐ Made visits to or developed partnerships with Industry / employers
   - ☐ Mentored or coached others
   - ☐ Observed colleagues' teaching or work shadowed them
   - ☐ Read publications, books, journals, articles (hard copy or online) or researched new developments
   - ☐ Received support from a mentor or coach
   - ☐ Reflective practice
   - ☐ Studied for academic or professional qualifications (e.g. a Masters degree)
   - ☐ Undertaken action research / enquiry
   - ☐ Undertaken collaborative learning with colleagues in your institution
   - ☐ Undertaken collaborative learning outside of your institution(including online)
   - ☐ Undertaken specific training to develop your Welsh language skills (eg Sgiliaith courses)
   - ☐ Worked on something new (e.g. an initiative, project, activity, teaching a new subject / course level)
   - ☐ I have not undertaken any professional development in the last 12 months
   - ☐ Other (please state)

7. **Do you think you have had access to the professional development you needed in the last 12 months? (select one)**
   - ☐ Fully
   - ☐ Partly
   - ☐ Not at all

8. **What do you think are the main barriers /obstacles stopping you accessing professional development? (select all that apply)**
   - ☐ Conflict with your work / not enough time
   - ☐ Cost
   - ☐ Home, family, personal commitments
   - ☐ Lack of support from your employer / manager
   - ☐ The relevant professional development is not available or of sufficient quality
   - ☐ You do not have the required pre-requisites (e.g. qualifications, experience, seniority)
   - ☐ Your professional development does not form part of the college's current development plan
   - ☐ Other (please state)

9. **In which of the following areas would you welcome further development? (select all that apply)**
   - ☐ Action research / enquiry
   - ☐ Assessment/marking/giving feedback/learner evaluation and assessment for learning
   - ☐ Behaviour and classroom management
   - ☐ Coaching and mentoring
   - ☐ Curriculum content and design
   - ☐ Data analysis
   - ☐ Differentiated learning techniques including additional learning needs/supporting more able and talented learners
   - ☐ Essential skills teaching including literacy and/or numeracy
   - ☐ Equality and diversity
   - ☐ GCSE English teaching
   - ☐ GCSE Maths teaching
   - ☐ ICT and digital skills
   - ☐ Motivating and engaging learners
   - ☐ Leadership and management
   - ☐ Learner well-being
   - ☐ Reflecting on and evaluating your practice
   - ☐ Safeguarding
   - ☐ Subject and/or industry knowledge
   - ☐ Welsh Baccalaureate
   - ☐ Welsh language skills including GCSE Welsh teaching
   - ☐ Other (please state)

10. **Please rate your level of confidence in using ICT in your lecturing? (select one)**
    - ☐ Very confident
    - ☐ Fairly confident
    - ☐ Not very confident
    - ☐ Not confident at all

11. **Which of the following professional development about "Prevent" (the UK Government's anti-extremism initiative) have you undertaken in the last 12 months? (select all that apply)**
    - ☐ Completed WRAP (Workshop to Raise Awareness of Prevent)
    - ☐ Attended other (non-WRAP) external courses, workshops, conferences, seminars (including e-learning)
    - ☐ Read publications, books, journals, articles (hard copy or online) or undertaken your own research
    - ☐ Received specific training or awareness raising by your institution
    - ☐ I have not undertaken any professional development about Prevent
    - ☐ I have undertaken professional development more than a year ago
    - ☐ Other (please state)

12. **Have you received training in effective peer review within the last 3 years? (select one)**
    - ☐ Yes
    - ☐ No

13. **Have you received training in effective observation of colleagues <u>within the last 3 years</u>? (select one)**
    - ☐ Yes
    - ☐ No

Performance management

Please tell us how you set your objectives and review and reflect on your performance.

14. **When did you have your last Performance Management review? (select one)**
    - ☐ In the last 12 months
    - ☐ More than 12 months ago
    - ☐ Never (If never, go to question 17)

15. **Which of the following areas did your <u>last</u> Performance Management review cover? (select all that apply)**
    - ☐ Agreeing your performance objectives for the next year
    - ☐ Agreeing your professional development objectives for the next year
    - ☐ Feedback from observation of your teaching
    - ☐ Reviewing and reflecting on your contribution to the institution's development priorities
    - ☐ Reviewing and reflecting on your performance against agreed objectives
    - ☐ Reviewing and reflecting on the professional development you had undertaken
    - ☐ Reviewing and reflecting on your impact on learner outcomes
    - ☐ Other (please state)

16. **How regularly do you discuss (formally or informally) the performance and professional development objectives set in your <u>last</u> Performance Management review <u>with your appraiser</u>? (select one)**
    - ☐ Weekly
    - ☐ Monthly
    - ☐ Termly
    - ☐ Annually
    - ☐ Never

17. **To what extent do you believe classroom observation has helped to improve your practice in the last year? (select one)**
    - ☐ Strongly agree
    - ☐ Agree
    - ☐ Neither agree or disagree
    - ☐ Disagree
    - ☐ Strongly disagree
    - ☐ Not applicable – I have not had any classroom observation in the last year

18. **To what extent do you believe peer review has helped to improve your practice in the last year? (select one)**
    - ☐ Strongly agree
    - ☐ Agree
    - ☐ Neither agree or disagree
    - ☐ Disagree
    - ☐ Strongly disagree
    - ☐ Not applicable – I have not had any peer review in the last year

Workload
Please tell us about your workload as a lecturer.

19. **To what extent do you agree or disagree that you are able to effectively manage your existing workload with your agreed working hours? (select one)**
    - ☐ Strongly agree
    - ☐ Agree
    - ☐ Neither agree or disagree
    - ☐ Disagree
    - ☐ Strongly disagree

20. **During an average working week how long do you spend on the following?**
    An 'average' calendar week is one that was not shortened by breaks, public holidays, sick leave etc and does not include exceptional circumstances such as qualification examinations or external school inspections.

	Please state number of hours
	Include tasks that took place during weekends, evenings, or other off classroom hours. Please round to the nearest quarter of an hour (i.e. 0.25 = quarter of an hour, 0.5 = half an hour, 0.75 = three quarters of an hour or whole numbers)
Administration and paperwork (e.g. record keeping)	
Assessment and marking	
Management tasks (e.g. budgets)	
Non-teaching / parent contact (e.g. extracurricular activities)	
Planning and preparation	
Professional development and training	
Teaching and/or cover	
Time for reflection	
Other (please state)	
Total:	

Please confirm the number of hours you are contracted to work per week:

21. To what extent do you agree or disagree that you <u>usually</u> have enough time to cover all programme content and ensure learners are fully supported? (select one)
- ☐ Strongly agree
- ☐ Agree
- ☐ Neither agree or disagree
- ☐ Disagree
- ☐ Strongly disagree

22. What impacts most on your ability to effectively manage your workload? (select up to three)
- ☐ Administration and paperwork (e.g. organising resources, record keeping, data input / analysis, photocopying, setting up the learning environment)
- ☐ Class sizes
- ☐ Covering for absent colleagues
- ☐ External assessment and quality assurance
- ☐ Fitting curriculum content into the available teaching hours
- ☐ Organisational expectations and accountability
- ☐ Inspections
- ☐ Management tasks (e.g. staffing, coaching / mentoring, budgets, policies, meetings)
- ☐ Pastoral or extracurricular activities (e.g. learner welfare)
- ☐ Professional development and training
- ☐ Other (please state)

23. If you had more time to spend on them, which of the following would benefit you in your role as a professional the <u>most</u>? (select up to three)
- ☐ Analysing learner data
- ☐ Assessment and marking
- ☐ Course / lesson planning and preparation
- ☐ Curriculum review, developing schemes of work, researching new topics
- ☐ Discussing work with learners and undertaking progress reviews
- ☐ Exploring, selecting and developing resources
- ☐ Moderation of assessments with colleagues
- ☐ Time for reflection
- ☐ Undertaking professional development
- ☐ Undertaking action research / enquiry
- ☐ Other (please state)

Welsh Language

Please tell us about your Welsh language abilities.

24. **Through which language do you teach and assess? (select one)**
    - ☐ Solely through the medium of Welsh
    - ☐ Mainly through the medium of Welsh
    - ☐ Equally through the medium of Welsh and English
    - ☐ Mainly through the medium of English
    - ☐ Solely through the medium of English

25. **Have you received training to teach and assess through the medium of Welsh (not including training to teach and assess the subject of Welsh Language)? (select one)**
    - ☐ Yes, I am confident teaching and assessing through the medium of Welsh
    - ☐ Yes, but I am <u>not</u> confident teaching and assessing through the medium of Welsh
    - ☐ No

26. **Which of the following Welsh language qualifications (as a subject) do you hold? (select all that apply)**
    - ☐ A level or equivalent in Welsh - first language
    - ☐ A level or equivalent in Welsh - second language
    - ☐ Degree or equivalent in Welsh
    - ☐ GCSE or equivalent in Welsh – first language
    - ☐ GCSE or equivalent in Welsh – second language
    - ☐ NVQ, GNVQ or equivalent in Welsh
    - ☐ Post graduate degree in Welsh
    - ☐ Post graduate diploma, certificate or equivalent in Welsh
    - ☐ Welsh for Adults - Entry level (including Welsh language sabbatical scheme)
    - ☐ Welsh for Adults - Foundation level (including Welsh language sabbatical scheme)
    - ☐ Welsh for Adults - Intermediate level (including Welsh language sabbatical scheme)
    - ☐ Welsh for Adults - Higher level (including Welsh language sabbatical scheme)
    - ☐ Welsh for Adults - Proficiency level
    - ☐ Other (please state)
    - ☐ No Welsh language qualification

Other

27. **Do you have any additional comments to make?**

Thank you for taking the time to participate in the survey. Your feedback is appreciated

National Education Workforce Survey 2016:
Further education learning support worker

Survey reference number (required):

Your survey reference can be found on your invitation to respond email/letter. Alternatively, please enter your teacher reference number or NI number.

Please select the reference type:

☐ Survey Reference number

☐ National insurance number

☐ Teacher reference number

Surname:

E-mail:

Your response will be confidential. Survey findings will be reported anonymously and at a summary level only

Being a learning support worker

Please tell us about yourself

1. **What type of work do you undertake in your role as a learning support worker? (select all that apply)**
   ☐ Administrative work
   ☐ Contributing to assessment
   ☐ Cover supervision
   ☐ Demonstrating
   ☐ Helping with extracurricular activities and the wider work of the institution
   ☐ Learner welfare and medical care
   ☐ One to one work with learners
   ☐ Planning and recording
   ☐ Supporting learners with additional learning needs or behavioural issues
   ☐ Supporting multi ethnicity learners with English as an additional language
   ☐ Technician
   ☐ Working with parents or guardians/community
   ☐ Working with small groups of learners
   ☐ Other roles (please state)

2. **Which of the following qualifications/standards do you hold? (select all that apply)**
   - ☐ A –Level
   - ☐ BTEC
   - ☐ CACHE
   - ☐ Certificate of Higher Education (CertHE)
   - ☐ City & Guilds
   - ☐ GCSE/O-level
   - ☐ Degree
   - ☐ Diploma of Higher Education (DipHE)
   - ☐ Foundation Diploma
   - ☐ GNVQ (General National Vocational Qualification)
   - ☐ Higher National Certificate (HNC)
   - ☐ Higher National Diploma (HND)
   - ☐ Higher Level Teaching Assistants Standards
   - ☐ NNEB
   - ☐ NVQ
   - ☐ Qualified Teacher Status (QTS)
   - ☐ I do not hold a formal qualification
   - ☐ Other (please state)

3. **Is your employment as a FE learning support worker….?**
   - ☐ Full time - Permanent
   - ☐ Full time – fixed term
   - ☐ Full time – hourly paid
   - ☐ Fractional - permanent
   - ☐ Fractional – fixed term
   - ☐ Part time – hourly paid
   - ☐ Other (please state)

Please tell us about your job and where you see yourself in the future.

4. **What aspects of your role do you find <u>most</u> rewarding? (select up to three)**
   - ☐ Access to training and development
   - ☐ Developing yourself
   - ☐ Interacting with parents or guardians
   - ☐ Supporting learners and seeing them progress
   - ☐ Supporting learners with special and/or additional learning needs
   - ☐ Trying new and innovative methods
   - ☐ Working with others (within or outside your institution)
   - ☐ Your physical working environment
   - ☐ Other (please state)

5. **What aspects of your role do you find <u>least</u> rewarding? (select up to three)**
   - ☐ Access to training and development
   - ☐ Administrative aspects of your role
   - ☐ Changes to the curriculum from external agencies
   - ☐ Interacting with parents or guardians
   - ☐ Financial constraints on your institution or role
   - ☐ Learner behaviour or other issues related to learners
   - ☐ Workload
   - ☐ Your physical working environment
   - ☐ Other (please state)

6. **How do you see your career changing in the next 3 years? (select all that apply)**
   - ☐ Continuing to develop/strengthen your practice as a learning support worker
   - ☐ Increasing your working hours
   - ☐ Leaving learning support work
   - ☐ Mentoring or supporting less experienced colleagues
   - ☐ Moving to a different FE institution
   - ☐ Moving to a learning support role outside of Wales
   - ☐ Progressing to a more senior support staff role
   - ☐ Reducing your working hours
   - ☐ Retiring
   - ☐ Training to become a Qualified Teacher
   - ☐ Working with learners with additional needs
   - ☐ Other (please state)

Professional development
Please tell us about the professional development you have done and what support you think you need to develop further.

7. **Which of the following professional development activities have you undertaken in the last 12 months? (select all that apply)**
   ☐ Attended courses, workshops, conferences, seminars (including e-learning)
   ☐ Acquired additional skills and knowledge as part of a new post or role
   ☐ Demonstrated / shared your best practice with others
   ☐ Had colleagues observe your work and give you feedback
   ☐ Made use of new technologies
   ☐ Made visits to or developed partnerships with Industry / employers
   ☐ Mentored or coached others
   ☐ Observed colleagues' work or shadowed them
   ☐ Read publications, books, journals, articles (hard copy or online) or researched a topic
   ☐ Received support from a mentor or coach
   ☐ Studied for academic or professional qualifications (e.g. Certificate of Higher Education)
   ☐ Undertaken research
   ☐ Undertaken collaborative learning with colleagues in your institution
   ☐ Undertaken collaborative learning outside of your institution(including online)
   ☐ Undertaken specific training to develop your Welsh language skills (eg Sgiliaith courses)
   ☐ Worked on something new (e.g. an initiative, project, activity, teaching a new subject / year group)
   ☐ I have not undertaken any professional development in the last 12 months
   ☐ Other (please state)

8. **Do you think you have had access to the professional development you needed in the last 12 months? (select one)**
   ☐ Fully
   ☐ Partly
   ☐ Not at all

9. **What do you think are the main barriers /obstacles stopping you accessing professional development? (select all that apply)**
   ☐ Conflict with your work / not enough time
   ☐ Cost
   ☐ Home, family, personal commitments
   ☐ Lack of awareness of professional development opportunities
   ☐ Lack of support from your employer/manager
   ☐ The relevant professional development is not available or of sufficient quality
   ☐ The type of employment/hours of work
   ☐ Your professional development does not form part of the college's current development plan (SDP)
   ☐ Other (please state)

10. In which of the following areas would you welcome further development? (select all that apply)
- ☐ Analysis of learner data
- ☐ College/institution administration
- ☐ Differentiated learning techniques including additional learning needs/supporting more able and talented learners
- ☐ Directed learning for small groups
- ☐ Equality and diversity
- ☐ Essential skills support including literacy and/or numeracy
- ☐ GCSE English teaching
- ☐ GCSE Maths teaching
- ☐ ICT and digital skills
- ☐ Learner evaluation and assessment for learning
- ☐ Learner behaviour management strategies
- ☐ Learner well-being
- ☐ Literacy and/or numeracy
- ☐ National education policy and Welsh Government national priorities e.g. the development of Welsh-medium higher education
- ☐ Reflecting on and evaluating your practice
- ☐ Safeguarding
- ☐ Subject and/or industry knowledge
- ☐ Welsh language skills
- ☐ Working with learners with additional needs
- ☐ Other (please state)

11. Please rate your level of confidence in using ICT in your work? (select one)
- ☐ Very confident
- ☐ Fairly confident
- ☐ Not very confident
- ☐ Not confident at all

12. Which of the following professional development about "Prevent" (the UK Government's anti-extremism initiative) have you undertaken in the last 12 months? (select all that apply)
- ☐ Completed WRAP (Workshop to Raise Awareness of Prevent)
- ☐ Attended other (non-WRAP) external courses, workshops, conferences, seminars (including e-learning)
- ☐ Read publications, books, journals, articles (hard copy or online) or undertaken your own research
- ☐ Received specific training or awareness raising by your institution
- ☐ I have not undertaken any professional development about Prevent
- ☐ I have undertaken professional development more than a year ago
- ☐ Other (please state)

13. Have you received training in effective peer review within the last 3 years? (select one)
- ☐ Yes
- ☐ No

14. **Have you received training in effective observation of colleagues <u>within the last 3 years</u>? (select one)**
    - ☐ Yes
    - ☐ No

Performance management
Please tell us how you set your objectives and review and reflect on your performance.

15. **When did you have your last Performance Management review? (select one)**
    - ☐ In the last 12 months
    - ☐ More than 12 months ago
    - ☐ Never (If never, go to question 18)

16. **Which of the following areas did you cover in your <u>last</u> Performance Management planning and review discussions? (select all that apply)**
    - ☐ Agreeing your performance objectives for the next year
    - ☐ Agreeing your professional development objectives for the next year
    - ☐ Discussion of your workload
    - ☐ Feedback from observation of your work
    - ☐ Reviewing and reflecting on the professional development you had undertaken
    - ☐ Reviewing and reflecting on support from line manager
    - ☐ Reviewing and reflecting on your contribution to the institution's development priorities
    - ☐ Reviewing and reflecting on your performance against agreed objectives
    - ☐ Reviewing and reflecting on your impact on learner outcomes
    - ☐ Other (please state)

17. **How regularly do you discuss (formally or informally) the performance and professional development objectives set in your <u>last</u> Performance Management review <u>with your appraiser</u>? (select one)**
    - ☐ Weekly
    - ☐ Monthly
    - ☐ Termly
    - ☐ Annually
    - ☐ Never

18. **To what extent do you believe classroom observation has helped to improve your practice in the last year?**
    - ☐ Strongly agree
    - ☐ Agree
    - ☐ Neither agree or disagree
    - ☐ Disagree
    - ☐ Strongly disagree
    - ☐ Not applicable – I have not had any classroom observation in the last year

19. **To what extent do you believe peer review has helped to improve your practice in the last year?**
    - ☐ Strongly agree
    - ☐ Agree
    - ☐ Neither agree or disagree
    - ☐ Disagree
    - ☐ Strongly disagree
    - ☐ Not applicable – I have not had any peer review in the last year

Annex D: further education learning support worker survey

Workload

Please tell us about your workload as a learning support worker.

20. **To what extent do you agree or disagree that you are able to effectively manage your existing workload within your agreed working hours? (select one)**
    ☐ Strongly agree
    ☐ Agree
    ☐ Neither agree or disagree
    ☐ Disagree
    ☐ Strongly disagree

21. **During an average working week how long do you spend on the following?**
    An 'average' calendar week is one that was not shortened by breaks, public holidays, sick leave etc and does not include exceptional circumstances such as qualification examinations or external school inspections.

	Please state number of hours
	Include tasks that took place during weekends, evenings, or other off classroom hours. Please round to the nearest quarter of an hour (i.e. 0.25 = quarter of an hour, 0.5 = half an hour, 0.75 = three quarters of an hour or whole numbers)
Contributing to assessment and marking	
Data input and record keeping	
Extracurricular activities	
Planning and preparation	
Professional development and training	
Supporting small groups of learners and/or on a one to one basis	
Supporting teaching and learning or cover (whole class)	
Time for reflection	
Other (please state)	
Total:	

Please confirm the number of hours you are contracted to work per week:

22. What impacts <u>most</u> on your ability to effectively manage your workload? (select up to three)
- ☐ Administration and paperwork (e.g. organising resources, record keeping, data input / analysis, photocopying)
- ☐ Class sizes
- ☐ Covering for absent colleagues
- ☐ Organisational expectations and accountability
- ☐ Inspections
- ☐ New initiatives
- ☐ Pastoral or extracurricular activities (e.g. learner welfare)
- ☐ Planning and preparation
- ☐ Professional development and training
- ☐ Institute's administration (e.g. coaching / mentoring, policies, meetings)
- ☐ Other (please state)

23. If you had more time to spend on them, which of the following would benefit you in your role as a professional the <u>most</u>? (select up to three)
- ☐ Discussing work with senior/other staff
- ☐ Discussing work with learners
- ☐ Exploring, selecting and developing resources
- ☐ Making use of pupil data
- ☐ Plan and evaluate with teaching colleagues
- ☐ Planning and preparation
- ☐ Researching policy/curriculum developments/new initiatives
- ☐ Undertaking professional development
- ☐ Other (please state)

Welsh Language

Please tell us about your Welsh language abilities.

24. Through which language do you work? (select one)
- ☐ Solely through the medium of Welsh
- ☐ Mainly through the medium of Welsh
- ☐ Equally through the medium of Welsh and English
- ☐ Mainly through the medium of English
- ☐ Solely through the medium of English

25. Which of the following Welsh language qualifications (as a subject) do you hold? (select all that apply)
- ☐ A level or equivalent in Welsh - first language
- ☐ A level or equivalent in Welsh - second language
- ☐ Degree or equivalent in Welsh
- ☐ GCSE or equivalent in Welsh – first language
- ☐ GCSE or equivalent in Welsh – second language
- ☐ NVQ, GNVQ or equivalent in Welsh
- ☐ Post graduate degree in Welsh
- ☐ Post graduate diploma, certificate or equivalent in Welsh
- ☐ Welsh for Adults - Entry level (including Welsh language sabbatical scheme)
- ☐ Welsh for Adults - Foundation level (including Welsh language sabbatical scheme)
- ☐ Welsh for Adults - Intermediate level
- ☐ Welsh for Adults - Higher level (including Welsh language sabbatical scheme)
- ☐ Welsh for Adults - Proficiency level
- ☐ Other (please state)
- ☐ No Welsh language qualification

Other

26. Do you have any additional comments to make?

Thank you for taking the time to participate in the survey. Your feedback is appreciated

National Education Workforce Survey 2016:
School teacher

Survey reference number (required):

Your survey reference can be found on your invitation to respond email/letter. Alternatively, please enter your teacher reference number or NI number.

Please select the reference type:

☐ Survey Reference number

☐ National insurance number

☐ Teacher reference number

Surname:

E-mail:

Your response will be confidential. Survey findings will be reported anonymously and at a summary level only

Being a teacher

Please tell us what you like about your job and where you see yourself in the future.

1. **What aspects of your role do you find <u>most</u> rewarding? (select up to three)**
   ☐ Access to training and development
   ☐ Coaching and mentoring
   ☐ Developing yourself
   ☐ Interacting with parents or guardians
   ☐ Managing others
   ☐ Research
   ☐ Supporting learners with special and/or additional learning needs
   ☐ Teaching and seeing learners progress
   ☐ Trying new and innovative teaching methods
   ☐ Working with others (within or outside your school)
   ☐ Other (please state)

2. **What aspects of your role do you find <u>least</u> rewarding? (select up to three)**
   - ☐ Access to training and development
   - ☐ Administrative aspects of your role
   - ☐ Changes to the curriculum from external agencies (e.g. Examination Boards)
   - ☐ Interacting with parents or guardians
   - ☐ Inspections
   - ☐ Financial constraints on your school or role
   - ☐ Learner behaviour or other issues related to learners
   - ☐ Management or governing body expectations and accountability
   - ☐ Working with others (within or outside your school)
   - ☐ Workload
   - ☐ Your physical working environment
   - ☐ Other (please state)

3. **How do you see your teaching career changing in the next 3 years? (select all that apply)**
   - ☐ Continuing to develop/strengthen your practice as a teacher
   - ☐ Increasing your working hours
   - ☐ Leaving teaching
   - ☐ Mentoring or supporting less experienced colleagues
   - ☐ Moving to a different school
   - ☐ Moving to a teaching role outside of Wales
   - ☐ Moving to an advisory role or different educational setting other than a school
   - ☐ Progressing to assistant or deputy head
   - ☐ Progressing to become a headteacher
   - ☐ Progressing to become a middle leader
   - ☐ Reducing your working hours
   - ☐ Retiring
   - ☐ Working as a SENco / ALNco
   - ☐ Other (please state)

Professional development

Please tell us about the professional development you have done and what support you think you need to develop further.

4. **Which of the following professional development activities have you undertaken in the last 12 months? (select all that apply)**
   - ☐ Attended courses, workshops, conferences, seminars (including e-learning)
   - ☐ Acquired additional skills and knowledge as part of a new post or role
   - ☐ Demonstrated / shared your best practice with others
   - ☐ Followed a national programme (e.g. Induction or NPQH)
   - ☐ Had colleagues observe your teaching and give you feedback
   - ☐ Made use of new technologies
   - ☐ Mentored or coached others
   - ☐ Observed colleagues' teaching or work shadowed them
   - ☐ Read publications, books, journals, articles (hard copy or online) or researched new developments
   - ☐ Received support from a mentor or coach
   - ☐ Studied for academic qualifications (e.g. a Masters degree)
   - ☐ Undertaken action research / enquiry
   - ☐ Undertaken collaborative learning with colleagues in your school
   - ☐ Undertaken collaborative learning outside of your school (including online such as Hwb networks)
   - ☐ Worked on something new (e.g. an initiative, project, activity, teaching a new subject / year group)
   - ☐ I have not undertaken any professional development in the last 12 months
   - ☐ Other (please state)

5. **Do you think you have had access to the professional development you needed in the last 12 months? (select one)**
   - ☐ Fully
   - ☐ Partly
   - ☐ Not at all

6. **What do you think are the main barriers /obstacles stopping you accessing professional development? (select all that apply)**
   - ☐ Conflict with your work / not enough time
   - ☐ Cost
   - ☐ Home, family, personal commitments
   - ☐ Lack of support from your employer/manager
   - ☐ The relevant professional development is not available or of sufficient quality
   - ☐ You do not have the required pre-requisites (e.g. qualifications, experience, seniority)
   - ☐ Your professional development does not form part of the school's current development plan (SDP)
   - ☐ Other (please state)

7. **In which of the following areas would you welcome further development? (select all that apply)**
   - ☐ Action research / enquiry
   - ☐ Behaviour and classroom management
   - ☐ Coaching and mentoring
   - ☐ Curriculum content and design
   - ☐ Data analysis
   - ☐ Equality and diversity
   - ☐ ICT and digital skills
   - ☐ Learner evaluation and assessment for learning
   - ☐ Learner well-being
   - ☐ Literacy and/or numeracy
   - ☐ Pedagogy
   - ☐ Reflecting on and evaluating your practice
   - ☐ Safeguarding
   - ☐ School leadership
   - ☐ School management and administration
   - ☐ Subject and/or phase knowledge
   - ☐ Teaching learners with additional needs
   - ☐ Welsh language skills
   - ☐ Other (please state)

8. **Please rate your level of confidence in using ICT in your teaching? (select one)**
   - ☐ Very confident
   - ☐ Fairly confident
   - ☐ Not very confident
   - ☐ Not confident at all

Performance management

Please tell us how you set your objectives and review and reflect on your performance.

9. **When did you have your last Performance Management review? (select one)**
   - ☐ In the last 12 months
   - ☐ More than 12 months ago
   - ☐ Never (If never, go to question 13)

10. **Which of the following areas did your <u>last</u> Performance Management review cover? (select all that apply)**
    - ☐ Agreeing your performance objectives for the next year
    - ☐ Agreeing your professional development objectives for the next year
    - ☐ Feedback from observation of your teaching
    - ☐ Reviewing and reflecting on your contribution to school development priorities
    - ☐ Reviewing and reflecting on your performance against agreed objectives
    - ☐ Reviewing and reflecting on the professional development you had undertaken
    - ☐ Reviewing and reflecting on your impact on learner outcomes
    - ☐ Other (please state)

11. **How regularly do you discuss (formally or informally) the performance and professional development objectives set in your <u>last</u> Performance Management review <u>with your appraiser</u>? (select one)**
    - ☐ Weekly
    - ☐ Monthly
    - ☐ Termly
    - ☐ Annually
    - ☐ Never

12. **Have you used the existing Welsh Government *"Practising Teacher"* standards or *"Leadership"* standards in setting your objectives, planning your professional development or reviewing your performance in the last 12 months? (select one)**
    - ☐ Yes
    - ☐ No

Workload

Please tell us about your workload as a teacher.

13. **To what extent do you agree or disagree that you are able to effectively manage your existing workload within your agreed working hours? (select one)**
    - ☐ Strongly agree
    - ☐ Agree
    - ☐ Neither agree or disagree
    - ☐ Disagree
    - ☐ Strongly disagree

14. **During an average working week how long do you spend on the following?**
    An 'average' calendar week is one that was not shortened by breaks, public holidays, sick leave etc and does not include exceptional circumstances such as qualification examinations or external school inspections.

	Please state number of hours
	Include tasks that took place during weekends, evenings, or other off classroom hours. Please round to the nearest quarter of an hour (i.e. 0.25 = quarter of an hour, 0.5 = half an hour, 0.75 = three quarters of an hour or whole numbers)
Administration and paperwork (e.g. record keeping)	
Assessment and marking	
Cover supervision	
Non-teaching / parent contact (e.g. extracurricular activities)	
Planning and preparation	
Professional development and training	
School / staff management (e.g. budgets)	
Teaching	
Time for reflection	
Other (please state)	
Total:	

Please confirm your full time equivalency? Full time is considered 1.0
For the purposes of the survey each day counts as 0.2 e.g. 3 days of employment would be recorded as 0.6 (FTL)

15. What impacts <u>most</u> on your ability to effectively manage your workload? (select up to three)
- ☐ Administration and paperwork (e.g. organising resources, record keeping, data input / analysis, photocopying, setting up your classroom)
- ☐ Class sizes
- ☐ Communicating and working with parents or guardians
- ☐ Covering for absent colleagues
- ☐ External assessment and quality assurance
- ☐ Fitting curriculum content into the available teaching hours
- ☐ Internal and external expectations and accountability
- ☐ Inspections
- ☐ Local authority / consortia monitoring
- ☐ New initiatives
- ☐ One-off school activities (e.g. carol concerts, school plays, presentation evenings)
- ☐ Pastoral or extracurricular activities (e.g. learners' welfare, school clubs)
- ☐ Professional development and training
- ☐ School/staff management (e.g. staffing, coaching / mentoring, budgets, policies, , meetings)
- ☐ Other (please state)

16. If you had more time to spend on them, which of the following would most benefit you in your role as a professional? (select up to three)
- ☐ Analysing pupil data
- ☐ Assessment and marking
- ☐ Curriculum review, developing schemes of work, researching new topics
- ☐ Deploying support staff effectively
- ☐ Discussing work with learners
- ☐ Exploring, selecting and developing resources
- ☐ Lesson planning and preparation
- ☐ Moderation of assessments with colleagues
- ☐ Undertaking professional development
- ☐ Undertaking action research / enquiry
- ☐ Other (please state)

Curriculum and Assessment

In February 2015, Professor Graham Donaldson presented the report "Successful Futures" to the Minister for Education and Skills. It reviewed existing Curriculum and Assessment arrangements and made recommendations for change. The report states that the purposes of the Curriculum in Wales should be that children and young people develop as:

(i)   ambitious, capable learners, ready to learn throughout their lives
(ii)   enterprising, creative contributors, ready to play a full part in life and work
(iii) ethical, informed citizens of Wales and the world
(iv) healthy, confident individuals, ready to lead fulfilling lives as valued members of society

17. **How familiar are you with the content and recommendations in Professor Graham Donaldson's report *"Successful Futures"*? (select one)**
    - ☐ Very familiar
    - ☐ Familiar
    - ☐ Not very familiar
    - ☐ Not at all

18. **To what extent do you agree or disagree that the four purposes referred to above underpin and inform your own teaching practice? (select one)**
    - ☐ Strongly agree
    - ☐ Agree
    - ☐ Neither agree or disagree
    - ☐ Disagree
    - ☐ Strongly disagree

19. **How familiar are you with the new Welsh Government Digital Competence Framework? (select one)**
    - ☐ Very familiar
    - ☐ Familiar
    - ☐ Not very familiar
    - ☐ Not at all

Welsh Language

Please tell us about your Welsh language abilities.

20. **Through which language do you teach? (select one)**
    - ☐ Solely through the medium of Welsh
    - ☐ Mainly through the medium of Welsh
    - ☐ Equally through the medium of Welsh and English
    - ☐ Mainly through the medium of English
    - ☐ Solely through the medium of English

21. **Have you received training to teach through the medium of Welsh? (select one)**
    - ☐ Yes, I am confident teaching through the medium of Welsh
    - ☐ Yes, but I am **not** confident teaching through the medium of Welsh
    - ☐ No

22. **Which of the following Welsh language qualifications (as a subject) do you hold? (select all that apply)**
    ☐ A level or equivalent in Welsh - first language
    ☐ A level or equivalent in Welsh - second language
    ☐ GCSE or equivalent in Welsh – first language
    ☐ GCSE or equivalent in Welsh – second language
    ☐ Degree or equivalent in Welsh
    ☐ NVQ, GNVQ or equivalent in Welsh
    ☐ Post graduate degree in Welsh
    ☐ Post graduate diploma, certificate or equivalent in Welsh
    ☐ Welsh for Adults - Entry level (including Welsh language sabbatical scheme)
    ☐ Welsh for Adults - Foundation level (including Welsh language sabbatical scheme)
    ☐ Welsh for Adults - Intermediate level (including Welsh language sabbatical scheme)
    ☐ Welsh for Adults - Higher level (including Welsh language sabbatical scheme)
    ☐ Welsh for Adults - Proficiency level
    ☐ Other (please state)
    ☐ No Welsh language qualification

Other

23. **Do you have any additional comments to make?**

Thank you for taking the time to participate in the survey. Your feedback is appreciated

National Education Workforce Survey 2016:
School supply teacher

Survey reference number (required): [   ]

Your survey reference can be found on your invitation to respond email/letter. Alternatively, please enter your teacher reference number or NI number.

Please select the reference type:

☐ Survey Reference number

☐ National insurance number

☐ Teacher reference number

Surname: [   ]

E-mail: [   ]

Your response will be confidential. Survey findings will be reported anonymously and at a summary level only

Being a supply teacher

Please tell us about yourself and your supply work

1. **For how many years have you worked as a supply teacher in Wales? (select one)**
   ☐ Less than 1
   ☐ 1 to 2
   ☐ 3 to 4
   ☐ 5 or More

2. **What is your <u>primary</u> reason for being a supply teacher? (select one)**
   ☐ Lack of permanent/temporary long term contracts
   ☐ Previous contract of employment ended
   ☐ Personal preference (e.g. enjoy the variety of schools that supply work provides; family commitments)
   ☐ Returning to the profession after a break in service
   ☐ Other (please specify)

   [   ]

3. **Since September 2015, what is the average number of days you have worked as a supply teacher each week? (select one)**
   - ☐ Half a day
   - ☐ 1 day
   - ☐ 2 days
   - ☐ 3 days
   - ☐ 4 days
   - ☐ 5 days

4. **Since September 2015, in which have you mainly undertaken your work? (select one)**
   - ☐ Primary including nursery
   - ☐ Secondary
   - ☐ Special or a pupil referral unit
   - ☐ All phases
   - ☐

5. **Since September 2015, which have been the <u>main</u> reasons why schools have required you to provide supply cover? (select all that apply)**
   - ☐ Cover for professional development training
   - ☐ Cover for maternity leave
   - ☐ Cover for sickness absence: Short term (less than 4 weeks)
   - ☐ Cover for sickness absence: Long term (4 weeks or more)
   - ☐ Other (please state)

6. **Since September 2015, what has been the <u>most common</u> way for you to obtain supply work? (select one)**
   - ☐ Directly contacted by schools
   - ☐ Directly via a local authority (supply pool)
   - ☐ Local authority via ETeach
   - ☐ New Directions supply agency
   - ☐ Other private supply agency

7. **<u>Since starting supply work</u>, what is the longest continuous period you have worked as a supply teacher in <u>one</u> school e.g. covering maternity leave of long term absence? (select one)**
   - ☐ Under 1 term
   - ☐ 1 to 2 terms
   - ☐ 3 terms
   - ☐ More than 3 terms

Professional development

Please tell us about the professional development you have done and what support you think you need to develop further.

8. **Which of the following professional development activities have you undertaken in the last 12 months? (select all that apply)**
   - ☐ Attended courses, workshops, conferences, seminars (including e-learning)
   - ☐ Demonstrated / shared your best practice with others
   - ☐ Followed a national programme (e.g. Induction or NPQH)
   - ☐ Had colleagues observe your teaching and give you feedback
   - ☐ Made use of new technologies
   - ☐ Mentored or coached others
   - ☐ Observed colleagues' teaching or work shadowed them
   - ☐ Read publications, books, journals, articles (hard copy or online) or researched new developments
   - ☐ Received support from a mentor or coach
   - ☐ Studied for academic qualifications (e.g. a Masters degree)
   - ☐ Undertaken action research / enquiry
   - ☐ Undertaken collaborative learning with colleagues in a school
   - ☐ Undertaken collaborative learning outside of your school (including online such as Hwb networks)
   - ☐ Worked on something new (e.g. an initiative, project, activity, teaching a new subject / year group)
   - ☐ I have not undertaken any professional development in the last 12 months
   - ☐ Other (please state)

   [text box]

9. **Do you think you have had access to the professional development you needed in the last 12 months? (select one)**
   - ☐ Fully
   - ☐ Partly
   - ☐ Not at all

10. **What do you think are the main barriers /obstacles stopping you accessing professional development? (select all that apply)**
    - ☐ Conflict with your work / not enough time
    - ☐ Cost
    - ☐ Home, family, personal commitments
    - ☐ Lack of awareness of professional development opportunities
    - ☐ Lack of support from your employer/manager
    - ☐ Professional development is not a personal priority at this time
    - ☐ The relevant professional development is not available or of sufficient quality
    - ☐ The type of employment/hours of work/concerned about turning down paid employment
    - ☐ Other (please state)

    [text box]

11. In which of the following areas would you welcome further development? (select all that apply)
- ☐ Action research / enquiry
- ☐ Behaviour and classroom management
- ☐ Coaching and mentoring
- ☐ Curriculum content and design
- ☐ Data analysis
- ☐ Equality and diversity
- ☐ ICT and digital skills
- ☐ Learner evaluation and assessment for learning
- ☐ Learner well-being
- ☐ Pedagogy
- ☐ Reflecting on and evaluating your practice
- ☐ Safeguarding
- ☐ School leadership
- ☐ School management and administration
- ☐ Subject and/or phase knowledge
- ☐ Teaching learners with additional needs
- ☐ Welsh language skills
- ☐ Other (please state)

12. Please rate your level of confidence in using ICT in your teaching? (select one)
- ☐ Very confident
- ☐ Fairly confident
- ☐ Not very confident
- ☐ Not confident at all

Workload

Please tell us about your workload as a learning support worker or teacher

13. To what extent do you agree or disagree that you are able to effectively manage your existing workload within your agreed working hours? (select one)
- ☐ Strongly agree
- ☐ Agree
- ☐ Neither agree or disagree
- ☐ Disagree
- ☐ Strongly disagree

14. What most impacts <u>most</u> on your ability to effectively manage your workload? (select up to three)

- ☐ Administration and paperwork (e.g. organising resources, record keeping, data input / analysis, photocopying, setting up your classroom)
- ☐ Class sizes
- ☐ Communicating and working with parents or guardians
- ☐ Covering for absent colleagues
- ☐ External assessment and quality assurance
- ☐ Fitting curriculum content into the available teaching hours
- ☐ Internal and external expectations and accountability
- ☐ Inspections
- ☐ Local authority / consortia monitoring
- ☐ New initiatives
- ☐ Pastoral or extracurricular activities (e.g. learners' welfare, school clubs)
- ☐ Professional development and training
- ☐ School staff management (e.g. staffing, coaching / mentoring, budgets, policies, meetings)
- ☐ Other (please state)

15. If you had more time to spend on them, which of the following would <u>most</u> benefit you in your role as a professional? (select up to three)

- ☐ Analysing pupil data
- ☐ Assessment and marking
- ☐ Curriculum review, developing schemes of work, researching new topics
- ☐ Deploying support staff effectively
- ☐ Discussing work with learners
- ☐ Exploring, selecting and developing resources
- ☐ Lesson planning and preparation
- ☐ Moderation of assessments with colleagues
- ☐ Undertaking professional development
- ☐ Undertaking action research / enquiry
- ☐ Other (please state)

Curriculum and Assessment

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(v)   *ambitious, capable learners, ready to learn throughout their lives*
(vi)   *enterprising, creative contributors, ready to play a full part in life and work*
(vii)   *ethical, informed citizens of Wales and the world*
(viii) *healthy, confident individuals, ready to lead fulfilling lives as valued members of society*

16. **How familiar are you with the content and recommendations in Professor Graham Donaldson's report "Successful Futures"? (select one)**
    - ☐ Very familiar
    - ☐ Familiar
    - ☐ Not very familiar
    - ☐ Not at all

17. **To what extent do you agree or disagree that the four purposes referred to above underpin and inform your own practice? (select one)**
    - ☐ Strongly agree
    - ☐ Agree
    - ☐ Neither agree or disagree
    - ☐ Disagree
    - ☐ Strongly disagree

18. **How familiar are you with the new Welsh Government Digital Competence Framework? (select one)**
    - ☐ Very familiar
    - ☐ Familiar
    - ☐ Not very familiar
    - ☐ Not at all

Welsh Language

Please tell us about your Welsh language abilities.

19. **Through which language do you work? (select one)**

    - ☐ Solely through the medium of Welsh
    - ☐ Mainly through the medium of Welsh
    - ☐ Equally through the medium of Welsh and English
    - ☐ Mainly through the medium of English
    - ☐ Solely through the medium of English

20. Which of the following Welsh language qualifications (as a subject) do you hold? (select all that apply)

- ☐ A level or equivalent in Welsh - first language
- ☐ A level or equivalent in Welsh - second language
- ☐ Degree or equivalent in Welsh
- ☐ GCSE or equivalent in Welsh – first language
- ☐ GCSE or equivalent in Welsh – second language
- ☐ NVQ, GNVQ or equivalent in Welsh
- ☐ Post graduate degree in Welsh
- ☐ Post graduate diploma, certificate or equivalent in Welsh
- ☐ Welsh for Adults - Entry level (including Welsh language sabbatical scheme)
- ☐ Welsh for Adults - Foundation level (including Welsh language sabbatical scheme)
- ☐ Welsh for Adults - Intermediate level (including Welsh language sabbatical scheme)
- ☐ Welsh for Adults - Higher level (including Welsh language sabbatical scheme)
- ☐ Welsh for Adults - Proficiency level
- ☐ No Welsh language qualification
- ☐ Other (please state)

Other

21. Do you have any additional comments to make?

Thank you for taking the time to participate in the survey. Your feedback is appreciate

National Education Workforce Survey 2016:
School learning support worker

Survey reference number (required):

Your survey reference can be found on your invitation to respond email/letter. Alternatively, please enter your teacher reference number or NI number.

Please select the reference type:

☐ Survey Reference number

☐ National insurance number

☐ Teacher reference number

Surname:

E-mail:

Your response will be confidential. Survey findings will be reported anonymously and at a summary level only

Being a learning support worker

Please tell us about yourself

1. **Why did you become a learning support worker? (select all that apply)?**
   - ☐ I am able to undertake my learning support work alongside other employment
   - ☐ I am working as a learning support worker while I train to become a school teacher
   - ☐ I enjoy assisting teaching colleagues in advancing pupils' learning
   - ☐ I enjoy empowering learners and find learning support work rewarding
   - ☐ I have gained Qualified Teacher Status but have been unable to secure work as a qualified school teacher
   - ☐ I like the work/life balance learning support work gives me
   - ☐ I started as a volunteer and subsequently wanted to obtain a paid role
   - ☐ I was previously employed as a teacher but prefer to work as a learning support worker
   - ☐ Other (please state)

2. At which level is your contracted employment? (select one)
- ☐ LSA/TA level 1
- ☐ LSA/TA level 2
- ☐ LSA/TA level 3
- ☐ LSA/TA level 4
- ☐ Other (please state)

3. Is your employment as a learning support worker? (select one)
- ☐ Permanent
- ☐ Permanent term-time working
- ☐ Supply
- ☐ Temporary
- ☐ Temporary term-time working
- ☐ Voluntary
- ☐ Other (please state)

4. Which of the following best describes your employment? (select one)
- ☐ I am employed full-time as a learning support worker
- ☐ I am employed part-time as learning support worker and have no other part-time role
- ☐ I am employed part time as a learning support worker and part time in another role within school/education (please specify below)
- ☐ I am employed part time as a learning support worker and part time outside of school/education
- ☐ Voluntary
- ☐ Other (please state)

5. **What type of work do you undertake in your role as a learning support worker? (select all that apply)**
   - ☐ Administrative work
   - ☐ Contributing to assessment
   - ☐ Cover supervision
   - ☐ Delivering or assisting with extracurricular activities and the wider work of the school
   - ☐ One to one work with learners
   - ☐ Managing learners welfare and medical care
   - ☐ Planning and recording
   - ☐ Supporting learners with additional learning needs or behavioural issues
   - ☐ Supporting multi ethnicity learners/parents/guardians with English as an additional language
   - ☐ Whole class support
   - ☐ Working with parents or guardians/community
   - ☐ Working with small groups of learners
   - ☐ Other roles (please state)

6. **Which of the following qualifications/standards do you hold? (select all that apply)**
   - ☐ A –Level
   - ☐ BTEC
   - ☐ CACHE
   - ☐ Certificate of Higher Education (CertHE)
   - ☐ City & Guilds
   - ☐ GCSE/O-level
   - ☐ Degree
   - ☐ Diploma of Higher Education (DipHE)
   - ☐ Foundation Diploma
   - ☐ GNVQ (General National Vocational Qualification)
   - ☐ Higher National Certificate (HNC)
   - ☐ Higher National Diploma (HND)
   - ☐ Higher Level Teaching Assistants Standard
   - ☐ NNEB
   - ☐ NVQ
   - ☐ Practising Teacher Standards
   - ☐ Qualified Teacher Status (QTS)
   - ☐ I do not hold a formal qualification
   - ☐ Other (please state)

Please tell us about your job and where you see yourself in the future.

7. **What aspects of your role do you find <u>most</u> rewarding? (select up to three)**
   - ☐ Access to training and development
   - ☐ Developing yourself
   - ☐ Interacting with parents or guardians
   - ☐ Sharing good practice
   - ☐ Supporting/engaging learners and seeing them progress
   - ☐ Supporting learners with special and/or additional learning needs
   - ☐ Trying new and innovative methods
   - ☐ Working with others (within or outside your school)
   - ☐ Other (please state)

   [   ]

8. **What aspects of your role do you find <u>least</u> rewarding (select up to three)?**
   - ☐ Access to training and development
   - ☐ Administrative aspects of your role
   - ☐ Changes to the curriculum from external agencies (e.g. Examination Boards)
   - ☐ Interacting with parents or guardians
   - ☐ Financial constraints on your school or role
   - ☐ Learner behaviour or other issues related to learners
   - ☐ Working with others (within or outside of school)
   - ☐ Workload
   - ☐ Your physical working environment
   - ☐ Other (please state)

   [   ]

9. **How do you see your career changing in the next 3 years? (select all that apply)**
   - ☐ Continuing to develop/strengthen your practice as a learning support worker
   - ☐ Increasing your working hours
   - ☐ Leaving learning support work
   - ☐ Mentoring or supporting less experienced colleagues
   - ☐ Moving to a different school
   - ☐ Moving to a learning support role outside of Wales
   - ☐ Progressing to a more senior support staff role e.g. HLTA
   - ☐ Reducing your working hours
   - ☐ Retiring
   - ☐ Training to become a Qualified Teacher
   - ☐ Working with learners with additional needs
   - ☐ Other (please state)

   [   ]

Professional development

Please tell us about the professional development you have done and what support you think you need to develop further.

10. **Which of the following professional development activities have you undertaken in the last 12 months? (select all that apply)**
    - ☐ Attended courses, workshops, conferences, seminars (including e-learning)
    - ☐ Acquired additional skills and knowledge as part of a new post or role
    - ☐ Demonstrated / shared your best practice with others
    - ☐ Had colleagues observe your work and give you feedback
    - ☐ Made use of new technologies
    - ☐ Mentored or coached others
    - ☐ Observed colleagues' work or shadowed them
    - ☐ Read publications, books, journals, articles (hard copy or online) or researched a topic
    - ☐ Received support from a mentor or coach
    - ☐ Studied for academic qualifications (e.g. Certificate of Higher Education)
    - ☐ Undertaken research
    - ☐ Undertaken collaborative learning outside of your school (including online such as Hwb networks)
    - ☐ Worked on something new (e.g. an initiative, project, activity, teaching a new subject / year group)
    - ☐ I have not undertaken any professional development in the last 12 months
    - ☐ Other (please state)

11. **Do you think you have had access to the professional development you needed in the last 12 months? (select one)**
    - ☐ Fully
    - ☐ Partly
    - ☐ Not at all

12. **What do you think are the main barriers /obstacles stopping you from accessing professional development? (select all that apply)**
    - ☐ Conflict with your work / not enough time
    - ☐ Cost
    - ☐ Home, family, personal commitments
    - ☐ Lack of awareness of professional development opportunities
    - ☐ Lack of support from your employer/manager
    - ☐ The relevant professional development is not available or of sufficient quality
    - ☐ The type of employment/hours of work
    - ☐ Your professional development does not form part of the school's current development plan (SDP)
    - ☐ Other (please state)

13. In which of the following areas would you welcome further development? (select all that apply)

☐ Directed learning for small groups
☐ Equality and diversity
☐ ICT and digital skills
☐ Learner behaviour management strategies
☐ Learner evaluation and assessment for learning
☐ Learner well-being
☐ Literacy and/or numeracy
☐ National education policy and Welsh Government national priorities e.g. Literacy and numeracy framework
☐ Reflecting on and evaluating your practice
☐ Safeguarding
☐ School administration
☐ Subject or phase knowledge
☐ United Nations Convention on the Rights of the Child and the Children and Young People's Participation Standards
☐ Welsh language skills
☐ Working with learners with additional needs
☐ Other (please state)

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14. Please rate your level of confidence in using ICT in your work? (select one)

☐ Very confident
☐ Fairly confident
☐ Not very confident
☐ Not confident at all

Performance management

Please tell us how you set your objectives and review and reflect on your performance.

15. When did you have your last performance management review? (select one)

☐ In the last 12 months
☐ More than 12 months ago
☐ Never (If never, go to question 18)

16. **Which of the following areas did your <u>last</u> performance management review cover? (select all that apply)**
    - ☐ Agreeing your performance objectives for the next year
    - ☐ Agreeing your professional development objectives for the next year
    - ☐ Discussion of your workload
    - ☐ Feedback from observation of your work
    - ☐ Reviewing and reflecting on the professional development you had undertaken
    - ☐ Reviewing and reflecting on support from line manager
    - ☐ Reviewing and reflecting on your contribution to school development priorities
    - ☐ Reviewing and reflecting on your performance against agreed objectives
    - ☐ Reviewing and reflecting on your impact on learner outcomes
    - ☐ Other (please state)

17. **How regularly do you discuss (formally or informally) the performance and professional development objectives set in your last performance management review <u>with your appraiser</u>? (select one)**
    - ☐ Weekly
    - ☐ Monthly
    - ☐ Termly
    - ☐ Annually
    - ☐ Never

Workload

Please tell us about your workload as a learning support worker.

18. **To what extent do you agree or disagree that you are able to effectively manage your existing workload within your agreed working hours? (select one)**
    - ☐ Strongly agree
    - ☐ Agree
    - ☐ Neither agree or disagree
    - ☐ Disagree
    - ☐ Strongly disagr

19. During an average working week how long do you spend on the following?
An 'average' calendar week is one that was not shortened by breaks, public holidays, sick leave etc and does not include exceptional circumstances such as qualification examinations or external school inspections.

	Please state number of hours
	Include tasks that took place during weekends, evenings, or other off classroom hours. Please round to the nearest quarter of an hour (i.e. 0.25)
Contributing to assessment and marking	
Data input and record keeping	
Extracurricular activities (e.g. supervising learners at break)	
Planning and preparation	
Professional development and training	
Supporting small groups of learners and/or on a one to one basis	
Supporting teaching and learning or cover (whole class)	
Time for reflection	
Other (please state)	
Total:	

Please confirm the number of hours you are contracted to work per week:

20. What impacts <u>most</u> on your ability to effectively manage your workload? (select up to three)

- ☐ Administration and paperwork (e.g. organising resources, record keeping, data input / analysis, photocopying)
- ☐ Class sizes
- ☐ Communicating and working with parents or guardians
- ☐ Covering for absent colleagues
- ☐ Internal and external expectations and accountability
- ☐ Inspections
- ☐ Local authority / consortia monitoring
- ☐ New initiatives
- ☐ Pastoral or extracurricular activities (e.g. leaners' welfare, school clubs)
- ☐ Planning and preparation
- ☐ Professional development and training
- ☐ School administration (e.g. coaching / mentoring, policies, meetings)
- ☐ Other (please state)

21. If you had more time to spend on them, which of the following would <u>most</u> benefit you in your role as a professional? (select up to three)

- ☐ Discussing work with senior/other staff
- ☐ Discussing work with learners
- ☐ Exploring, selecting and developing resources
- ☐ Making use of pupil data
- ☐ Planning and evaluating with teaching colleagues
- ☐ Planning and preparation
- ☐ Researching policy/curriculum developments/new initiatives
- ☐ Team teach lessons
- ☐ Undertaking professional development
- ☐ Other (please state)

Welsh Language

Please tell us about your Welsh language abilities.

22. Through which language do you work? (select one)

- ☐ Solely through the medium of Welsh
- ☐ Mainly through the medium of Welsh
- ☐ Equally through the medium of Welsh and English
- ☐ Mainly through the medium of English
- ☐ Solely through the medium of English

☐

23. Which of the following Welsh language qualifications (as a subject) do you hold? (select all that apply)

☐ A level or equivalent in Welsh - first language
☐ A level or equivalent in Welsh - second language
☐ Degree or equivalent in Welsh
☐ GCSE or equivalent in Welsh – first language
☐ GCSE or equivalent in Welsh – second language
☐ NVQ, GNVQ or equivalent in Welsh
☐ Post graduate degree in Welsh
☐ Post graduate diploma, certificate or equivalent in Welsh
☐ Welsh for Adults - Entry level (including Welsh language sabbatical scheme)
☐ Welsh for Adults - Foundation level (including Welsh language sabbatical scheme)
☐ Welsh for Adults - Intermediate level
☐ Welsh for Adults - Higher level (including Welsh language sabbatical scheme)
☐ Welsh for Adults - Proficiency level
☐ Other (please state)
☐ No Welsh language qualification

Other

24. Do you have any additional comments to make?

Thank you for taking the time to participate in the survey. Your feedback is appreciated

National Education Workforce Survey 2016:
School supply learning support worker

Survey reference number (required):

Your survey reference can be found on your invitation to respond email/letter. Alternatively, please enter your teacher reference number or NI number.

Please select the reference type:

☐ Survey Reference number

☐ National insurance number

☐ Teacher reference number

Surname:

E-mail:

Your response will be confidential. Survey findings will be reported anonymously and at a summary level only

Being a supply practitioner

Please tell us about yourself and your supply work

1. **For how many years have you worked as a supply learning support worker <u>in Wales</u>? (select one)**
   ☐ Less than 1
   ☐ 1 to 2
   ☐ 3 to 4
   ☐ 5 or More

2. **What is your <u>primary</u> reason for being a supply learning support worker? (select one)**
   ☐ Lack of permanent/temporary long term contracts
   ☐ Previous contract of employment ended
   ☐ Personal preference (e.g. enjoy the variety of schools that supply work provides; family commitments)
   ☐ Returning to the profession after a break in service
   ☐ Other (please specify)

3. **Since September 2015, what is the average number of days you have worked as a supply learning support worker each week? (select one)**
   - ☐ Half a day
   - ☐ 1 day
   - ☐ 2 days
   - ☐ 3 days
   - ☐ 4 days
   - ☐ 5 days

4. **Since September 2015, in which have you mainly undertaken your work? (select one)**
   - ☐ Primary including nursery
   - ☐ Secondary
   - ☐ Special or pupil referral unit
   - ☐ All phases

5. **Since September 2015, which have been the <u>main</u> reasons why schools have required you to provide supply cover? (select all that apply)**
   - ☐ Cover for professional development training
   - ☐ Cover for maternity leave
   - ☐ Cover for sickness absence: Short term (less than 4 weeks)
   - ☐ Cover for sickness absence: Long term (4 weeks or more)
   - ☐ Other (please state)

6. **Since September 2015, what has been the <u>most common</u> way for you to obtain supply work? (select one)**
   - ☐ Directly contacted by schools
   - ☐ Directly via a local authority (supply pool)
   - ☐ Local authority via ETeach
   - ☐ New Directions supply agency
   - ☐ Other private supply agency

7. **<u>Since starting supply work</u>, what is the longest continuous period you have worked as a supply teachers/learning support worker in <u>one</u> school e.g. covering maternity leave of long term absence? (select one)**
   - ☐ Under 1 term
   - ☐ 1 to 2 terms
   - ☐ 3 terms
   - ☐ More than 3 terms

8. **What type of work do you undertake in your role as a supply learning support worker? (select all that apply)**
   - ☐ Administrative work
   - ☐ Contributing to assessment
   - ☐ Cover supervision
   - ☐ Delivering or assisting with extracurricular activities and the wider work of the school
   - ☐ One to one work with learners
   - ☐ Managing learners welfare and medical care
   - ☐ Planning and recording
   - ☐ Supporting learners with additional learning needs or behavioural issues
   - ☐ Supporting multi ethnicity learners/parents/guardians with English as an additional language
   - ☐ Whole class support
   - ☐ Working with parents or guardians/community
   - ☐ Working with small groups of learners
   - ☐ Other roles (please state)

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9. **Which of the following qualifications/standards do you hold? (select all that apply)**
   - ☐ A –Level
   - ☐ BTEC
   - ☐ CACHE
   - ☐ Certificate of Higher Education (CertHE)
   - ☐ City & Guilds
   - ☐ GCSE/O-level
   - ☐ Degree
   - ☐ Diploma of Higher Education (DipHE)
   - ☐ Foundation Diploma
   - ☐ GNVQ (General National Vocational Qualification)
   - ☐ Higher National Certificate (HNC)
   - ☐ Higher National Diploma (HND)
   - ☐ Higher Level Teaching Assistants Standards
   - ☐ NNEB
   - ☐ NVQ
   - ☐ Qualified Teacher Status (QTS)
   - ☐ I do not hold a formal qualification
   - ☐ Other (please state)

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Professional development

Please tell us about the professional development you have done and what support you think you need to develop further.

10. **Which of the following professional development activities have you undertaken in the last 12 months? (select all that apply)**
    - ☐ Attended courses, workshops, conferences, seminars (including e-learning)
    - ☐ Acquired additional skills and knowledge as part of a new post or role
    - ☐ Demonstrated / shared your best practice with others
    - ☐ Had colleagues observe your work and give you feedback
    - ☐ Made use of new technologies
    - ☐ Mentored or coached others
    - ☐ Observed colleagues' work or shadowed them
    - ☐ Read publications, books, journals, articles (hard copy or online) or researched a topic
    - ☐ Received support from a mentor or coach
    - ☐ Studied for academic qualifications (e.g. Certificate of Higher Education)
    - ☐ Undertaken research
    - ☐ Undertaken collaborative learning outside of your school (including online such as Hwb networks)
    - ☐ Worked on something new (e.g. an initiative, project, activity, teaching a new subject / year group)
    - ☐ I have not undertaken any professional development in the last 12 months
    - ☐ Other (please state)

11. **Do you think you have had access to the professional development you needed in the last 12 months? (select one)**
    - ☐ Fully
    - ☐ Partly
    - ☐ Not at all

12. **What do you think are the main barriers /obstacles stopping you accessing professional development? (select all that apply)**
    - ☐ Conflict with your work / not enough time
    - ☐ Cost
    - ☐ Home, family, personal commitments
    - ☐ Lack of awareness of professional development opportunities
    - ☐ Lack of support from your employer/manager
    - ☐ Professional development is not a personal priority at this time
    - ☐ The relevant professional development is not available or of sufficient quality
    - ☐ The type of employment/hours of work/concerned about turning down paid employment
    - ☐ Other (please state)

13. **In which of the following areas would you welcome further development? (select all that apply)**
    - ☐ Directed learning for small groups
    - ☐ Equality and diversity
    - ☐ ICT and digital skills
    - ☐ Learner evaluation and assessment for learning
    - ☐ Learner behaviour management strategies
    - ☐ Learner well-being
    - ☐ Literacy and/or numeracy
    - ☐ National education policy and Welsh Government national priorities e.g. Literacy and numeracy framework
    - ☐ Reflecting on and evaluating your practice
    - ☐ Safeguarding
    - ☐ School administration
    - ☐ Subject or phase knowledge
    - ☐ United Nations Convention on the Rights of the Child and the Children and Young People's Participation Standards
    - ☐ Welsh language skills
    - ☐ Working with learners with additional needs
    - ☐ Other (please state)

14. **Please rate your level of confidence in using ICT in your work? (select one)**
    - ☐ Very confident
    - ☐ Fairly confident
    - ☐ Not very confident
    - ☐ Not confident at all

Workload

Please tell us about your workload as a learning support worker or teacher

15. **To what extent do you agree or disagree that you are able to effectively manage your existing workload within your agreed working hours? (select one)**
    - ☐ Strongly agree
    - ☐ Agree
    - ☐ Neither agree or disagree
    - ☐ Disagree
    - ☐ Strongly disagree

16. **What most impacts <u>most</u> on your ability to effectively manage your workload? (select up to three)**
    - ☐ Administration and paperwork (e.g. organising resources, record keeping, data input / analysis, photocopying)
    - ☐ Class sizes
    - ☐ Communicating and working with parents or guardians
    - ☐ Covering for absent colleagues
    - ☐ Internal and external expectations and accountability
    - ☐ Inspections
    - ☐ Local authority / consortia monitoring
    - ☐ New initiatives
    - ☐ Pastoral or extracurricular activities (e.g. learners' welfare, school clubs)
    - ☐ Planning and preparation
    - ☐ Professional development and training
    - ☐ School administration (e.g. coaching / mentoring, policies, meetings)
    - ☐ Other (please state)

17. **If you had more time to spend on them, which of the following would <u>most</u> benefit you in your role as a professional? (select up to three)**
    - ☐ Discussing work with senior/other staff
    - ☐ Discussing work with learners
    - ☐ Exploring, selecting and developing resources
    - ☐ Making use of pupil data
    - ☐ Plan and evaluate with teaching colleagues
    - ☐ Planning and preparation
    - ☐ Researching policy/curriculum developments/new initiatives
    - ☐ Undertaking professional development
    - ☐ Other (please state)

Welsh Language

Please tell us about your Welsh language abilities.

18. **Through which language do you work? (select one)**
    - ☐ Solely through the medium of Welsh
    - ☐ Mainly through the medium of Welsh
    - ☐ Equally through the medium of Welsh and English
    - ☐ Mainly through the medium of English
    - ☐ Solely through the medium of English

19. **Which of the following Welsh language qualifications (as a subject) do you hold? (select all that apply)**
   - ☐ A level or equivalent in Welsh - first language
   - ☐ A level or equivalent in Welsh - second language
   - ☐ Degree or equivalent in Welsh
   - ☐ GCSE or equivalent in Welsh – first language
   - ☐ GCSE or equivalent in Welsh – second language
   - ☐ NVQ, GNVQ or equivalent in Welsh
   - ☐ Post graduate degree in Welsh
   - ☐ Post graduate diploma, certificate or equivalent in Welsh
   - ☐ Welsh for Adults - Entry level (including Welsh language sabbatical scheme)
   - ☐ Welsh for Adults - Foundation level (including Welsh language sabbatical scheme)
   - ☐ Welsh for Adults - Intermediate level (including Welsh language sabbatical scheme)
   - ☐ Welsh for Adults - Higher level (including Welsh language sabbatical scheme)
   - ☐ Welsh for Adults - Proficiency level
   - ☐ No Welsh language qualification
   - ☐ Other (please state)

Other

20. **Do you have any additional comments to make?**

Thank you for taking the time to participate in the survey. Your feedback is appreciated